

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, October 23, 2024  
9:00 a.m.

Senator Hearing Room  
555 Court Street NE  
Salem, OR 97301

**PRESENT:** Commissioner Kevin Cameron, Commissioner Danielle Bethell, and Commissioner Colm Willis. Also present were Jan Fritz, chief administrative officer, Steve Elzinga as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:00 a.m.

*(Video Time 00:01:15)*

**PUBLIC COMMENT**

None.

*(Video Time 00:01:39)*

**CONSENT**

COMMUNITY SERVICES

1. Approve the Subrecipient Agreement with the City of Mt. Angel to provide Community Development Block Grant (CDBG) funding in the amount of \$500,000 to help support the Railroad Avenue Reconstruction Project retroactive to July 1, 2024, through June 30, 2027.

FINANCE

2. Approve an amended quitclaim deed for the private sale of tax foreclosed lot 533053 from Marion County to the Cain Joint Revocable Living Trust.

HUMAN RESOURCES

3. Approve the recommendation to update the classification and adjust the pay grades upward for class codes #433, Mechanic; #434, Fleet Shop Supervisor; #435, Mechanic Senior; #437, Parts Specialist; #438, Fleet Specialist; #540, Environmental Health Specialist 1; and #541, Environmental Health Specialist 2; and update the classification and uphold the pay grades for class codes #184, Data Specialist Senior; #185, Data Specialist; and #539, Environmental Health Specialist 3.

**MOTION:** Commissioner Willis moved for approval of the consent agenda. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

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(Video Time 00:03:13)

## **ACTION**

### INFORMATION TECHNOLOGY

4. Consider approval of the Contract for Services with ConvergeOne, Inc. in the amount of \$761,383.68 for the Marion County Courthouse Surveillance System Upgrade project through June 30, 2025. –Commander Jeremy Landers

#### **Summary of presentation:**

- The camera upgrades at the Marion County Courthouse have been an ongoing project;
- The Contract for Services with ConvergeOne, Inc. is for \$761,383.68;
- The project will upgrade the camera infrastructure within the courthouse building;
- Currently there are three standalone systems operating that do not function well together;
- The upgraded surveillance system will bring the cameras up to the county’s standard;
- The current surveillance system hardware is 30 years old and has dated technology;
- The upgrade will enhance the video monitoring stations for improved courthouse surveillance; and
- Courthouse security is mandated to the Marion County Sheriff's Office.

#### **Board discussion:**

- None.

**MOTION:** Commissioner Bethell moved to approve the Contract for Services with ConvergeOne, Inc. in the amount of \$761,383.68 for the Marion County Courthouse Surveillance System Upgrade project through June 30, 2025.

Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

(Video Time 00:05:26)

Commissioner Cameron recessed the meeting at 9:05 a.m.

Commissioner Cameron reconvened the meeting at 9:29 a.m.

(Video Time 00:06:01)

## **PUBLIC HEARINGS**

**9:30 A.M.**

### FINANCE

A. Public hearing to consider adopting the Fiscal Year 2024-25 First Supplemental Budget.

–Daniel Adatto

#### **Summary of presentation:**

- The public hearing is to consider the Fiscal Year 2024-25 First Supplemental Budget;
- The total budget is increasing by \$24.5 million with a new total of \$757.3 million;
- Appropriations increased by \$16.9 million;

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- There were 16.6 Full Time Equivalents (FTE) positions added:
  - The county has a total of 1,675 FTE's.
- A Cost Of Living Adjustment (COLA) has been added to the budget:
  - COLA adjustments for five Collective Bargaining Agreements (CBA) were not included due to ongoing negotiations with unions; and
  - Funds were set aside in the county's budget to be reallocated to the individual department budgets during the first supplemental budget.
- The budget includes a four percent COLA adjustment for the following units:
  - Oregon Nursing Association (ONA);
  - Marion County Law Enforcement Association (MCLEA);
  - Marion County Employees Association (MCEA);
  - Federation of Parole and Probation Officers (FOPPO);
  - Marion County Juvenile Employees Association (MCJEA); and
  - All other non-represented units.
- Oregon House Bill (HB) 4002 funds were allocated to the budget;
- HB 4002 provided the following:
  - Reclassified certain drug violations as misdemeanors; and
  - Funding for deflection and addiction treatment programs.
- Marion County received approximately \$1.4 million for the initiatives in 2024;
- The county is utilizing HB 4002 funds to support diversion services for the following:
  - The Marion County District Attorney's Office received \$207,000 to fund two full time positions;
  - Marion County Health and Human Services (MCHHS) received \$96,000 to fund one full time position; and
  - The Marion County Sheriff's Office (MCSO) received \$506,000 to fund four full time positions.
- Other staffing changes include:
  - MCHHS receive 2.8 full time positions for the following:
    - Mental health and administrative staff; and
    - A senior project manager to assist with the Enterprise Resource Planning (ERP) replacement project.
  - Marion County Information Technology reduced FTE by 0.2 for support technicians; and
  - MCSO is adding six parole and probation deputy positions.
- Net Working Capital was adjusted to actual for all funds with carry forward balances;
- Capital Improvement Projects changed to reflect the status of one of the following:
  - Carry forward;
  - Modified;
  - Completed in the prior year; or
  - New.
- The supplemental budget was discussed in detail at a Management Update meeting; and
- The public hearing was noticed in the following:

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- The Woodburn Independent newspaper;
- The Marion County Board of Commissioners Office; and
- The Marion County Finance website page.

***Board discussion:***

- Carry forward when it is a positive number means that any unspent funds that were appropriated for a project in the last budget will carry forward to the new budget;
- A negative number can entail the following:
  - An estimate is made during the budget development period;
  - An estimate is made for how much of a project will remain uncompleted;
  - The estimate is reviewed and adjusted during the supplemental budget period; and
  - If more funding was budgeted for a project, then what was needed, then the project budget is negatively reduced.
- The county does not typically amend a budget downward in the year that it is budgeted for:
  - If a project is completed that has funding left over, then funding is carried forward.
- Many Capital Projects are multiple year projects:
  - A Capital Project can be reflected in multiple budgets.
- If a modification is needed, then what is driving the change is stated in the budget;
- No one signed up for public comment; and
- The budget breaks down the county departments that are receiving funding for HB 4002.

**MOTION:** Commissioner Cameron moved to close the public hearing and approve a resolution to adopt the Fiscal Year 2024-25 First Supplemental Budget. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

Commissioner Cameron closed the public hearing.

**ACTION**

**FINANCE**

5. Consider approval of a resolution to adopt the Fiscal Year 2024-25 First Supplemental Budget. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** –Daniel Adatto

**MOTION:** Commissioner Cameron moved to approve a resolution to adopt the Fiscal Year 2024-25 First Supplemental Budget. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

Commissioner Cameron adjourned the meeting at 9:44 a.m.

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CHAIR

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COMMISSIONER

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COMMISSIONER

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**<https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5>**